

## Office of Adult Mental Health Services Consent Decree Requirements

The following information summarizes the time lines and filing requirements that have been determined in the Settlement Agreement Plan.

**Application** for Community Support Services may be in person, on the phone, or in writing, and may be requested by the consumer or by someone acting on behalf of the consumer.

Providers must **assign a CSW** within two days to class members who are hospitalized at the time of application. Providers must assign a CSW within three days for class members who are not hospitalized at the time of application. Non-class members must be assigned a CSW within seven days of application.

The consumer must receive a **diagnostic assessment** to identify and assess issues and to determine eligibility for CSS. Once eligibility has been determined, the CSS provider must assure that a LOCUS is completed and that the consumer is enrolled. **Enrollment** must be electronically submitted to AMHS within 5 days of being accepted for CSS.

**ISP** (including the ISP Resource Data Summary) must be completed within 30 days of application for CSS. The completion date for the ISP is the date by which the ISP was reviewed by the consumer and the provider, has been approved by a mental health professional, and has been signed by the guardian, if there is one.

**Reviews** must be conducted at least every 90 days, and a more **in-depth annual review** is required.

The Settlement Agreement Plan describes the outer limit of the expected provider **response time** to a resource need, and also sets a time limit on when the need becomes labeled as unmet. Labeling the **need as unmet** provides data for resource development or resource reallocation on a system wide basis. Following is a table from the plan:

**Response Times and Unmet Resource Needs**

Service	Expected Response Time/Interim Planning	Unmet Need For Resource Development
Emergent	Immediately	
Urgent	Within 24 Hours	
Daily Living Support Services	Within 5 Days	30 Days
Community Integration	Within 7 Days (3 for class members)	60 Days
Intensive Community Integration	Within 7 Days (3 for class members)	60Days
Assertive Community Treatment	Within 7 Days (3 for class members)	60 Days
Psychiatric Medication and Monitoring for Consumers in the Community	Within 10 Days*	
Skills Development	Within 30 Days	90 Days
Day Supports	Within 30 Days	90 Days
Specialized Groups	Within 30 Days	90 Days
PNMI	Varies with consumers current situation	90 days

\*The ten-day expected response time for psychiatric medication and monitoring services does not apply to persons being discharged from a hospital or crisis residential unit. The hospital or crisis residential unit discharge plan will include making the connection between the consumer and a provider of medication monitoring services within a time that does not put the person in jeopardy. The needs of patients discharged without such a plan would be deemed urgent.